

Early Years Assessment Centre
Eastmoor Road
Eastmoor
WF1 3SQ

Forest Wood Centre
Painthorpe Lane
Crigglistone
WF4 3HW

**Pinderfields
Hospital PRU**
01924 298351

Hospital tuition
Children's Ward
Pinderfields Hospital
Wakefield WF1 4DG
01924 541947

Limes Centre
Long Causeway
Stanley
WF3 4JB

Spinney Centre
Common Road
South Kirkby
WF9 3EA

Thornes Centre
Lawefield Lane
Wakefield
WF2 8ST



Woodlands Centre
College Grove
Castleford
WF10 5NS

Wrenthorpe Centre
Imperial Avenue
Wrenthorpe
WF2 0LW

Charging & Remissions Policy

2025-26

MISSION STATEMENT

At Pinderfields Hospital PRU we will:

- Encourage honesty, respect and trust
- Exercise discipline and self-control
- Feel safe, secure and happy in the school environment
- Develop our confidence and self-image to allow us to achieve our potential
- Ensure everyone is important and valued
- Promote healthy lifestyles
- Encourage understanding and acceptance of individual needs
- Offer continued support for a smooth transition to the next provision

Under the terms of the 1988 Education Reform Act, all education taking place in school time is freely available to all children, irrespective of their ability to pay (except for some music tuition).

Admission

There is no charge for admissions.

School meals

There is no charge for children who are entitled to free school meals or infant free school meals. Pupils who are not entitled to free school meals will be charged a set amount per meal (at cost).

Activities in School Time

Activities which entail additional costs organised by the PRU that take place in school time may attract a charge, this includes activities that are provided by the PRU to enhance the National Curriculum (e.g., field trips).

Under the terms of the Education Reform Act, the funding of all activities organised by the PRU, to take place in school hours (9am-3pm), are the responsibility of the PRU. However, PHPRU may be unable to fund any such activities without parental contribution. If insufficient parents which to send their child on an activity, and this would lead to the PRU to be financially burdened to the detriment of other teaching opportunities, the activity may be cancelled at the discretion of the Headteacher and/or Management Committee. However, no pupil will be prevented from participating because their parents cannot or will not make a contribution.

- Activities taking place in school time will be funded by – voluntary contributions from parents at an appropriate rate to reflect the true cost of the activity.
- Funds that may be made available from the school as agreed with the Management Committee.
- Any other funds that may be made available to parents for the purpose e.g., Support from local charities/School Fund.

Activities out of school time

Where an activity takes place out of school time, as an optional extra (e.g., Private music tuition, theatre trips), the parents of each child participating may be charged, with their prior agreement, the full and actual cost of providing the activity, including all fees and, where appropriate, any overheads incurred as a result of the activity or asked for a voluntary contribution.

Costs and charges

Contribution for activities will be calculated (and remain voluntary) to cover the following costs:

- Entrance fees and tuition or guide fees
- Transport, administration, equipment/materials and insurance costs
- Accommodation where appropriate

Notifications

Parents will, be informed as early as practicable of all trips and visits that may be offered to their children.

A letter will be sent out to parents – as far as practicable – 4 weeks prior to any activity, giving information covering such items as dates, venues, likely activities, travel arrangements, costs and statements on reason for cancellation.

Remissions (reductions)

The Management Committee reserve the right to offer partial remission (reduction) of contributions for activities within school hours for exceptional circumstances.

PHPRU will give consideration to the remission of charges to parents or carers who receive the following support payments:

- Income Support
- Income based Job-Seekers Allowance
- Child Tax Credit (where the person is not receiving the Working Tax Credit as well)
- Support under part V1 of the Immigration and Asylum Act 1999
- Guaranteed Element of State Pension Credit
- Income related employment and support allowance
- (Universal Credit)

Children of families who receive these payments are also entitled to free school meals.

Parents who are eligible for the remission of charges will be dealt with confidentially.

The Headteacher and Management Committee will authorise the remission of charges, they may also choose to subsidise part or all of the payment of some contributions for certain activities and/or pupils who may not meet the above criteria.

Breakages, Fines & Behaviour

Parents will be charged the full costs of breakages, damages or loss of any school property or property belonging to any organisation involved in any activity, directly or indirectly, if such damage can be shown to have been caused maliciously by their child.

If a pupil fails to complete any public examination without good reason, the cost of the entrance fee will be recoverable from pupil's parents.

Optional activities Outside the School Day

We may charge for operational extra activities provided outside of the school day e.g., Off-site visits/residentials. Such activities are not part of the National Curriculum. Where we wish to request a contribution, we will tell parents in advance. Where specific funding has been received to support particular activities, we will subsidise the total charge to the extent permitted by the funding.

Education Partly During the School Day

If a non-residential activity happens partly in the school day and partly outside of it, there will be no charge.

Minibus

There will be no charge for using the PRU's vehicles for educational purposes.

Calculating Contributions

When contributions are requested for any activity, they will be based on the actual costs incurred, divided by the total number of pupils participating and will range between £5 and £50, There will be levy on those who can pay to support those who can't or won't. Support for cases of hardship will come through voluntary contributions and fundraising. The principles of best value will be applied when planning activities that incur costs to the school and/or contribution requests to parents.

Music Tuition

In cases of hardship the Management Committee will consider in their absolute discretion the remission of fees (either in full or in part) for those pupils whom they consider will benefit from such tuition.

NB: All references to parents includes guardians, carers or any other recognised institution or body that may have responsibility for the pupil at the time of the activity.

Charging for School Trips

Details of proposed trips will be sent to parents, as far as practicable in advance of any day visit; giving information on the date, venue, general activities and arrangements, the total cost and the voluntary contribution needed from each parent if all pupils take part.

A return slip will require that you inform the school

- If you wish your child to take part
- Of the amount of voluntary contribution you are offering
- If you wish your child to undertake supervised and appropriate work in school, whilst the other children are on the trip.

If, by the cut-off date there has been a general lack of response, then the trip will probably be cancelled. Any money collected, less any non-refundable deposits, will be refunded.

Failure to send in a return slip will be counted as a desire that your child remain in school under supervision whilst the trip takes place.

Parents who find difficulty with paying for school trips may approach PHSRU for financial help through the School Fund (please enquire at the school office). The identity of the child or parents of the child who did not want to make the payment, or could not make the payment, will not be disclosed under any circumstances.



OFSTED 2023 Overall Judgement = GOOD
Leadership & Management = Outstanding
Behaviour & Safety of Pupils = Outstanding
Achievement of Pupils = Good
Quality of Teaching = Good

